



Position Title: Educator Preparation Data Analyst

Reports To: Director of Policy and Operations, Educator Licensure & Preparation

Location: Division of Teachers & Leaders, Tennessee Department of Education

710 James Robertson Parkway, 12th Floor, Nashville, TN 37243

About the Tennessee Department of Education

The Tennessee Department of Education operates with the vision that districts and schools in Tennessee will exemplify excellence and equity such that all students are equipped with the knowledge and skills to successfully embark upon their chosen path in life. Guided by its five-year strategic plan, *Tennessee Succeeds*, the department has set four ambitious goals:

- Tennessee will rank in the top half of states on the National Assessment of Educational Progress (NAEP), or the nation's Report Card, by 2019.
- 75 percent of Tennessee third graders will be proficient in reading by 2021.
- The average ACT composite score in Tennessee will be a 21 by 2020.
- The majority of high school graduates from the class of 2020 will earn a postsecondary certificate, diploma, or degree.

These goals will be accomplished by maintaining the department's current emphasis on rigorous standards, aligned assessment, and strong accountability, and by focusing on the following five priority areas: **early foundations and literacy, high school and bridge to postsecondary, all means all, educator support, and district empowerment.**

Division of Teachers and Leaders

The teachers and leaders division seeks to ensure that all students have access to an effective teacher and leader in every classroom and school in Tennessee. Its mission is to promote policies, systems, and practices that support districts, schools, and educator preparation providers in developing and sustaining an exceptional educator workforce.

Educator Licensure and Preparation

The educator licensure and preparation team develops and implements educator licensure and preparation policy, two keys strategies for ensuring that there is an effective teacher in every classroom and an effective leader in every school in Tennessee. Implementation of the Educator Preparation Policy, through the process of state approval of EPPs and their programs, assures that EPPs are producing educators who demonstrate effective performance in Tennessee schools. Through the implementation of licensure policy, the State is assured that individuals allowed to work in classrooms and schools have met minimum standards.

Charge

Educator Talent Management (ETM) Data Analyst will serve as the primary analyst for the ETM priority area of Tennessee's 2015 Institute of Education Sciences Statewide Longitudinal Data Systems Grant. The department has partnered with researchers the University of Michigan to study characteristics of mentoring during educator candidates' clinical, as well as the characteristics of EPP program design that may contribute to program complete effectiveness. The Data Analyst will work closely and collaboratively with the Division of Data and Research, ETM Research Analyst, as well as members of the Educator Licensure and Preparation team and IES ETM project team. Given the national importance of Tennessee's education reform and the high priority placed on data and analysis within the department, it is expected that this work will influence actions at the district, state, and national level. Immediately, this work will influence development and use of the department's TNAtlas application, a mechanism for operationalizing the state EPP approval and review process, as well as the collation of data, production, and delivery of the Annual Reports on Educator Preparation. The person in this role will work toward better use of data leveraging TNAtlas, EPP Annual Reports, as well as managing the analytics of EPP Annual Reports data for production of the reports and subsequent internal analyses. This person will be fully devoted to the implementation of this project.

Specific Position Responsibilities:

1. Manage the data analytics of EPP Annual Reports for all Tennessee-approved Educator Preparation Providers;
2. Conduct planned and ad-hoc reporting and analysis of ETM data to assist department leadership in determining policy directions, guidance, and technical support for Educator Preparation Providers and districts, ideally using mixed methods approaches
3. Support the development of TNAtlas by working with OELP and TNAtlas developers to enhance TNAtlas through identification of needs and best practices for data visualization, ensuring consistent and high-quality visualizations across the ETM priority area.
4. Support the creation of case studies through data investigation to highlight promising practices across the state by selecting exemplars and possible comparison groups,
5. Prepare narratives and reports summarizing analyses in clear and easily consumable format for a variety of stakeholders
6. Maintain a knowledge base of ETM-related data sources and systems both internal and external to the department in order to ensure validation and reliability of analysis and answer broad research questions
7. Support internal and external researchers to develop and execute ETM research projects
8. Serve as a resource for OELP on ETM research and data questions.

Qualifications

The ideal candidate will have:

- Master's degree or Ph.D. in Measurement & Statistics, Data Science, Policy, Education, or related field
- Exemplary writing and analytical skills with precise attention to detail
- Ability to perform a variety of activities involved in the research, collection, organization, analysis, processing, interpretation and reporting of academic and operational data
- Proficiency in Microsoft Office applications, particularly in Excel
- Proficiency in statistical software (STATA, SPSS, R, or other) and data collection information systems
- Proficiency in data visualization software (Tableau, RStudio, D3, or other) with knowledge of best practices for clear, accessible sharing of data to a broad audience, including laypersons
- Adaptability and comfort with learning and utilizing new software and technology systems
- Strong interpersonal and communication skills in order to interact and develop relationships with multiple internal and external stakeholders
- Strong collaborative spirit
- Excellent work ethic, high standards for work product, and the ability to self-manage towards ambitious timelines
- Articulate, professional demeanor with strong self-confidence and initiative for managing projects and moving them forward; strong project management skills; and enthusiasm for collaboration
- Experience with data analysis, including establishment of systems to track and communicate about data metrics
- Knowledge of current trends and issues in U.S. education policy

Successful candidates will exhibit the following:

- Excellence
- Optimism
- Sound Judgment
- Courage
- Teamwork

Salary

Salary for this position is competitive and depends on prior experience. In addition, a [comprehensive benefits package](#) is included.

To Apply

Please e-mail a resume/CV and cover letter describing your interest in the position to Michael Deurlein (Educator.Preparation@tn.gov). Although there is no application deadline, applicants will be screened as applications are received.

Equal Opportunity Employer

Pursuant to the State of Tennessee's policy of non-discrimination, the Department of Education does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military services in its policies, or in the admission of, access to, treatment, or employment in its programs, services, or activities.